



Office of Administrative Services
Freedom of Information Act Office

September 30, 2014

Ms. Sylvia Jones
5603 Judicial Drive
Glenn Dale, MD 20769-9164

Dear Ms. Jones:

This is in response to your U.S. General Services Administration (GSA) Freedom of Information Act (FOIA) request (GSA number 259627), dated July 23, 2013, in which you requested:

- "All emails between Lisa.Gilmore@gsa.gov and jrosen@ncd.gov.
- All emails between Lisa.Gilmore@gsa.gov and rcokley@ncd.gov.
- All emails between Lisa.Gilmore@gsa.gov and jacqueline.clay@gsa.gov - Subject: Ms. Meniffee /Ms.Jones/ Sylvia Meniffee Jones/NCD
- All emails between jacqueline.clay@gsa.gov and rcokley@ncd.gov
- All emails between jacqueline.clay@gsa.gov and jrosen@ncd.gov".

Enclosed please find the information responsive to your request. In processing your request, we withheld inter- and intra-agency memoranda or emails in accordance with the fifth FOIA exemption [5 U.S.C. 552(b)(5)] as this information was considered pre-decisional and deliberative in nature or protected under Attorney-Client privilege and denied under the second exemption of the FOIA [5 U.S.C. 552(b)(2)] which excludes from mandatory disclosure, records that are "... related solely to internal rules and practices of an agency."

In addition, we withheld personally identifiable information, specifically, the cell phone numbers of Federal employees in accordance with the sixth exemption of FOIA, 5 U.S.C. § 52(b)(6). This is done because public disclosure of this information would constitute an unwarranted invasion of personal privacy.

You have the right to appeal the denial of the information withheld. To do so, your written appeal must be received within 120 calendar days of your receipt of this letter to the following address:

General Services Administration
FOIA Requester Service Center (H1C)
1800 F Street, NW – Room 7308
Washington, DC 20405

Your appeal must be in writing and should contain a brief statement of the reasons why the requested information should be released. Enclose a copy of your initial request and this partial denial. Both the appeal letter and envelope should be marked prominently, "Freedom of Information Act Appeal."

U.S. General Services Administration
1800 F. Street, NW
Washington, DC 20405
Telephone: (202) 501-0800
Fax: (202) 501-2727

This completes our action on this FOIA. Should you have any further questions regarding this FOIA, please contact Travis Lewis at (202) 219-3078 or by email at travis.lewis@gsa.gov.

Sincerely,

Travis Lewis

FOIA Program Manager

Enclosures